

Department of Buildings & General Services Office of the Commissioner 2 Governor Aiken Ave. Montpelier, VT 05633-5801

[phone] 802-828-3519 [fax] 802-828-3533 Agency of Administration

The Department of Buildings and General Services, in cooperation with the State House Sergeant At Arms, ask for your cooperation in following the guidelines listed below while using the State House grounds. Failure to do so will result in your loss of privileges in the future.

- 1. No vehicles of any type (including agricultural vehicles) on pavers or lawn.
- 2. Do not fasten banners or nail signs to trees, posts, cannons or buildings, etc.
- 3. No large tents without prior approval.
- 4. Clean up grounds after events and remove trash and debris from site.
- 5. Keep people and animals out of flower beds.
- 6. No climbing in the trees.
- 7. Any holes made in the ground or pavement have to be refilled.
- 8. The lawn may not be used for commercial purposes -- no vendors are allowed to sell their wares on the lawn.
- 9. Candle wax must be kept off the granite walks, steps, etc. Any cleanup of wax will be arranged by the Department and billed to the organization using the lawn.
- 10. During normal business hours, sound/music/noise must be kept to a level that will not disrupt/distract business in the nearby office buildings.
- 11. Important to Note: Permission to use the State House grounds does <u>not</u> include use of the portico area, as it is disruptive to the events going on inside the State House. (See attached map for exact location)
- 12. The placement of any tents, large displays, or port-o-lets must be coordinated with the BGS Maintenance Office (802-828-3312).
- 13. The Pavilion Office Building (109 State Street) can only be accessed through the Davis Avenue entrance.

signed by R. TASHA WALLIS, Commissioner, Department of Buildings & General Services revised January 24, 2005

